

## Airport Authority Meeting Minutes

**Regular Meeting:** June 22, 2017 (taking place of regular July meeting)

**Place:** Shelbyville Municipal Airport, 2828 Hwy 231 North Shelbyville, TN 37160

**Call to Order:** Chairman Cazort 1:00pm

**Roll Call:** A sign in sheet was provided and the following were present: City Recorder Anna Mai, Asst. Airport Director Kevin Eyster, Member Wayne Hitchcock, Chairman Eric Cazort, Benson Hadley of Garver, Councilmember Henry Feldhaus, Member Erick Larson and Airport Director Justin Heid.

**Consideration of a motion to approve the agenda.** Director Heid asked to add discussion and consideration of Community Hangar Rent agenda under new business as item 2. Member Larson made a motion to adopt the agenda as amended, Member Hitchcock seconded and the motion carried unanimously by oral vote.

**Consideration of a motion to approve the minutes of June 1, 2017.** Member Larson made a motion to approve, Member Hitchcock seconded and the motion carried unanimously by oral vote.

**Managers' Report.** For the Managers and Maintenance report. Director Heid stated that since it is mid-month there is no complete report for fuel sales available yet, that new cabinets and countertops have been installed in the terminal, a new flagpole was installed as part of the insurance claim from the storm in March and that last weekend someone drove through the fence on Airport Road and that is being repaired. For the Financial report Director Heid presented a spreadsheet that was current through April, there was some brief discussion of numbers overall and for fuel year over year. Member Hitchcock made a motion to approve the reports as presented, Member Larson seconded and the motion carried unanimously by oral vote.

Chairman Cazort took a moment to Congratulate Wayne Hitchcock on being a member and thanked him for his willingness to serve.

### Old Business:

**Discussion of Airport Projects.** Benson Hadley of Garver reported on all the recent projects as follows; For the Lighting project there is still some issue with the tetrahedron and they are working on getting that resolved, the Apron Pavement project is currently being closed out, with the T-Hangar project it is shovel ready but will have to be put on hold until there is funding, and finally the RSA project & surface rehab was originally an amendment to the grant and then TAC issued a whole new grant so Garver is just waiting for the grant to be fully executed and in the mean time they are running tests on the existing runway.

**Discussion and Consideration of Fire Hall Land Use Agreement.** Justin Heid stated that he and City Attorney Shofner had worked on the document that was included in the informational packet and TAC has already reviewed it to state that it is sufficient for its purpose. Now the Authority just would need to approve so that it can go to Council for approval and the fence can be moved. Member Hitchcock made a motion to approve the lease as presented, Member Larson seconded and the motion carried unanimously by oral vote

### New Business:

**Discussion and Consideration of EAA AirVenture Advertisement.** Director Heid stated that last year a 10-cent discount on fuel was offered to people flying to or from the Osh Kosh event. With the Osh Kosh event just around the corner he would like the Airport to offer this discount again for the Osh Kosh event as well as the Sun N Fun event. Member Hitchcock made a motion to approve, Member Larson seconded and the motion carried unanimously by oral vote.

**Community Hangar Rent.** Director Heid stated that in the new lease there is no provision for a larger aircraft renting space in the community hangar. Further, that a space is available for lease and the next person on the list has a larger airplane and then discussed three options that could be used; first that the cost could be based purely on square footage

(footprint), second that it could be based upon single engine, 105 or 210 and finally it could be a combination of the two that the fee of \$105 would be applied to anything taking up 1075 sq. feet or less and there would be an additional \$50 added for every 200 sq. feet over that. After much discussion, the motion made by Member Larson was to amend the rate structure for the Community Hangar so that a single piston plane owner would pay \$105 per month, a twin piston would pay \$210 per month, a turboprop single would pay \$210 per month and a turboprop twin would pay \$350 per month. Member Hitchcock seconded the motion and it carried unanimously by oral vote.

Chairman Cazort inquired of Director Heid if the Flight School had started paying rent for their space yet and Director Heid reported that yes, they have per the terms of their lease agreement. It was also noted that the new tie-downs discussed at the last meeting were installed and everyone is appreciative.

With no further business to discuss Member Larson made a motion to adjourn, Member Hitchcock seconded and the motion carried unanimously by oral vote. Meeting adjourned at approx. 1:47pm.

Approved:

  
Chairman Eric Cazort

Attest:

  
City Recorder Anna Mai